

Town Council Meeting: 06 December 2012



Town of Garrett Park
PO Box 84
4600 Waverly Avenue
Garrett Park, MD 20896

Regular Meeting of Town Council
Garrett Park Town Hall
10814 Kenilworth Avenue
Garrett Park, MD 20896

MINUTES

Call to Order: Mayor Benjamin called the meeting to order at 7:15 PM: Present were Councilmembers Flynn, Mandel, Schulp, and Wegner. Also present were Administrator Pratt, Margaret Soltan of the *Bugle*, and a number of Town residents. In addition, present following dinner and with Council members and desert and coffee with residents before the meeting were State Senator Forehand and Delegates Jim Gilchrist, Kumar Barve, and Louiz Simmons of District 17; Senator Richard Madaleno and Delegates Jeff Waldstreicher and Al Carr of District 18; and County Councilmembers Roger Berliner and Nancy Floreen.

Approval of Agenda: The agenda was approved without objection.

Discussions with State and County Representatives: Each of the representatives present spoke to the residents and Councilmembers and entertained questions.

Presentations by Residents:

- Resident Liz King spoke regarding consideration by the Council of the report of the Land Use Task Force. Mayor Benjamin stated that the Council had acted on recommendations of the Task Force and suggested that the Council would be open to further recommendations if proposed.

Approval of Minutes

- The minutes of the 11/12/2012 Regular Council Meeting were approved without objection

Action

- Selection of Search Firm for New Town Administrator – Councilmember Flynn referred the Council to a memo from the search committee discussing bids received from three search firms and recommending contracting with Novak Consulting Group to assist in those portions of the search in which the Town had limited capabilities. There was discussion of the recommendation and the costs of the contract. Councilmember Flynn made clear that the search committee would propose a final set of candidates to the Council, which would make the selection. Councilmember Flynn **MOVED** That the Council award the Town Administrator search contract to Novak Consulting, with total costs not to exceed \$9,000. Councilmember Schulp seconded the motion, which was **PASSED** unanimously.

- Change of Job Title from Town Administrator to Town Manager - Councilmember Flynn raised the issue of changing the title of Town Administrator to that of Town Manager in order to reflect the current nature of the position and to attract a wider range of candidates, subject to search committee consultation with Novak. After discussion Councilmember Wegner **MOVED** That the Search Committee be authorized to change the job title to Town Manager, subject to search committee consultation with Novak. Councilmember Schulp seconded the motion, which was **PASSED** unanimously.
- Safe Routes To School Grant Application – Councilmember Wegner updated the Council on the efforts being made to develop a grant proposal to the state to install and improve a number of sidewalks in Town. The state grant program is for Safe Routes To School, which is designed to encourage more students to walk or bike to school. The Town proposal would be to install a new sidewalk on the south side of Oxford from Montrose to Weymouth, to extend the sidewalk on Kenilworth from Waverly to Argyle, and to reconstruct the existing sidewalk on Montrose from Waverly to Clermont and on Clermont from Montrose to Kenilworth. Mayor Benjamin noted that the Town had just learned that grants would be available, that the grant application was due by January 11, 2013, and that no local match was required. He and resident Cathy Hedge are currently working on the grant proposal. He also assured residents that no decisions on construction of any sidewalk had been made, and if a grant were awarded the Town would go through a full and open hearing process with residents before and during the design process. After discussion Councilmember Wegner **MOVED** That the Council authorize the Mayor to apply for a Safe Routes To School grant for the purpose of improving existing and/or installing new sidewalks within the Town in order to make the walk to school safer and to encourage students to walk or bike to school. The motion was seconded by Councilmember Schulp and was **PASSED** unanimously.

Discussion

- Consideration of Job Description for Town Administrator – Councilmember Flynn provided a new draft of the Town Administrator job description developed by the search committee. There was extensive discussion of the draft.
- Potential for Single-Stream Recycling – Mayor Benjamin stated that without the Town's knowledge, the Town's recycling contractor had switched from dual-stream recycling (separate paper from other recyclables) to single-stream (all recycling in one bin) in order to test the efficacy and cost of doing so. The contractor has concluded that it can provide either form to the Town at the same cost. The Mayor said that the Town now needed to decide which form it wanted. The Council discussed pros and cons of each form and concluded that the ecological benefits of dual-stream outweigh the increased convenience of single-stream recycling. Although some members of the Council wished to make the decision immediately, Mayor Benjamin noted that it had not been advertised as an action item, and that Town residents should have an opportunity to comment. The Council agreed to defer its decision until the January meeting.

- Replacement of Town Web Site – Mayor Benjamin discussed the status of the Town website with the Council, noting the difficulties with the the site itself and with the current website provider. He suggested replacement of the site and provider. Councilmember Mandel volunteered to form a task force to pursue a new Town web site.

Town Administrator's Monthly Report – Questions or Comments:

- The Town Administrator reviewed the monthly financial report with the Council.

Adjournment: The meeting adjourned at 10:00 PM.

Respectfully submitted,

[TOWN SEAL]

Edwin Pratt, Jr., Clerk-Treasurer